

**LAW ENFORCEMENT AND  
EMERGENCY MANAGEMENT COMMITTEE MEETING  
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**AUGUST 26, 2013**

Chair Edward Bluthardt called to order the regular meeting of the Law Enforcement and Emergency Management Committee at 9:00 a.m., on Monday, August 26, 2013, in Conference Room #2, at the Vilas County Courthouse, in Eagle River, Wisconsin.

**Present.** The following persons were present: Edward Bluthardt, Ronald DeBruyne, James Behling, Charles Rayala, Christopher Mayer, Chief Deputy Fath, Captain Kennedy, Jail Administrator Weiss, Lieutenant Soltow, Emergency Management Director Galloway, Finance Director Hilger, Ken Anderson, and recorder Carol Krebs.

**Approve the agenda.** James Behling made a motion to approve the agenda to be discussed in any order by the Chair. Motion was seconded by Charles Rayala. All voting aye. Carried.

**Approve Minutes.** Charles Rayala made a motion to approve the minutes of the July 9, 2013 committee meeting. Motion was seconded by James Behling. All voting aye. Carried.

**Resignations/New Appointments.** Chief Deputy Fath advised the committee that Detective Sergeant, David Dobbs has retired. His last day was Friday, August 15, 2013.

**The use of Jail Trustees for shoveling snow and other potential Courthouse labor.** The committee discussed the possibility of using Jail Trustees for shoveling snow and other potential Courthouse labor. Jail Administrator Weiss advised that we currently use Trustees for shoveling snow, on weekends, for the Justice Center. Jail Administrator Weiss advised if there is a need for Trustees to work in the Courthouse, we would need to evaluate the job or task to be completed, on a case by case basis. Depending on the Trustee's jail classification, and if there was going to be supervisor or not, would determine if the inmate would be allowed to work in the Courthouse, or on the Courthouse grounds.

**Training Reimbursement.** This agenda item was discussed at the July 31, 2013, Personnel Committee meeting. The Personnel Committee discussed the large expenditure the County invests in training new hires, just to have them leave after a month or two on the job, The Personnel Committee requested the Law Enforcement and Emergency Management Committee to consider adopting a policy to require new hires to reimburse the County for some or all of their training costs, if the employee leaves employment within the first "X" number of months/years. Chief Deputy Fath

advised the he hadn't spoken to the HR Manager or Corporation Counsel yet about developing some type of policy or contract. After much discussion, a motion was made by James Behling, and seconded by Ronald DeBruyne to have HR Manager Kahl and Chief Deputy Fath draft a policy on training reimbursement. All voting aye. Carried.

**Emergency Management Report.** Emergency Management Director Galloway was present and reported on the activities of his department.

**Equipment Purchases – Sheriff Budget.**

**a. Purchase Order #46 – Baycom, Inc.**

Chief Deputy Fath presented a purchase order to Baycom, Inc., in the amount of \$10,819.00, for the purchase of portable Drivers License scanners. These scanners will be used in the squad vehicles for scanning the Drivers License data for use in the completion of citations and accident report. A motion was made by Ronald DeBruyne, and seconded by James Behling to approve the purchase. All voting aye. Carried.

**Purchase additional camera's and increase video storage space for the Jail.** Chief Deputy Fath explained the need to purchase two additional cameras, for security purposes, in the Jail, and the need to store video surveillance recordings for a minimum of 121 days, as stated in Chapter 20 of the County's Records Retention Policy. The committee reviewed several proposals for both the camera purchase and the storage requirement, and asked that this item be re-evaluated and brought back to the next committee meeting.

**Equipment Purchases – Jail Budget.**

**a. Purchase Order #47 – Simplex Grinnell.**

This request was tabled until the September 9, 2013 committee meeting.

**Convene Closed Session:** At 10:31 a.m. a motion was made by Charles Rayala, and seconded by Ronald DeBruyne to adjourn into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and where competitive or bargaining reasons require closed session (Law Enforcement Clerk vacancy, Detective Sergeant vacancy). All voting aye. Carried.

**Return to Open Session:** At 10:58 a.m. a motion was made by Charles Rayala, and seconded by Ronald DeBruyne to adjourn the closed session pursuant to Wis. Stat. § 19.85(1)(c), and return to open session. All voting aye. Carried.

**Committee may take action on any matters discussed in closed session:** A motion was made by James Behling, and seconded by Charles Rayala to approve filling the Law Enforcement Clerk vacancy. HR Manager, Kahl and Chief Deputy Fath will determine if the position will be part-time or full-time. All voting aye. Carried.

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**Review 2013 budget.** The committee reviewed the 2013 budget reports.

**2014 budget.** Chris Mayer spoke on the projected shortfall for 2014. Currently, it was anticipated to be 1,800,000.00. He also talked about reorganization of staff, and reducing the 2014 Sheriff's budget by \$400,000.00.

Chief Deputy Fath advised that we're looking at a staffing analysis, including some other shift options.

James Behling talked about supporting lean initiatives, also known as Lean Six Sigma. He advised our Finance Director will spearhead this initiative.

Ronald DeBruyne inquired on the LP conversion project. He asked this item be place on all future agenda's to keep the committee informed.

The next committee meeting date was changed to Monday, September 9, 2013, at 9:00 a.m. when the 2014 budget will be discussed in greater detail.

**Letters and Communications.** None.

**Future meeting date was changed to: Monday, September 9, 2013, at 9:00 a.m.**

**Adjournment.** Meeting was adjourned at 11.26 a.m.

Submitted by: Carol Krebs, Confidential Secretary